

**Town of Three Lakes Plan Commission
Regular Meeting Minutes
August 19, 2010 – 5:30 pm
Town of Three Lakes Board Room
6965 W. School Street**

Present: Chairman Kwaterski, Ed Cottingham, Tera Fritz, Rich Javenkoski & Don Sidlowski,
Dr. William Martineau arrived at 5:55 p.m.

Absent: James Kumbera

Plan Commission Secretary Susan Harris was present to record the minutes

1. Call to Order

Meeting called to order at 5:35 p.m. by Chairman Kwaterski
The Pledge of Allegiance was recited by those in attendance.

2. Report on Agenda Posting

Plan Commission Secretary Harris reported on the agenda posting in accordance with Open Meeting Law.

3. Agenda Approval

Motion by Cottingham and seconded to approve the agenda. **Motion carried. 5:0**

4. Approve minutes of 07/22/10 regular meeting & 08/12/10 special meeting

7/22/10 regular meeting minutes were distributed in advance to the Commissioners and were approved without correction or amendment. **Motion carried. 5:0**

8/12/10 special meeting minutes were distributed in advance to the Commissioners and were approved without correction or amendment. **Motion carried. 5:0**

5. Reports:

a) Kitty Hawk Bike Trail

Chairman Kwaterski provided a brief summary of the August 17th meeting of Town Shop Foreman Tim Rutzen, Town Supervisor Ed Starke and Lionel Kliss as they investigated what it will take to rough in the route. Foreman Rutzen will be reporting back to the Town Board with his suggestions and estimate of costs. WI-DOT is projected to complete a safety survey by the end of September. Legal options will be researched in regards to non-motorized vehicles crossing roads and highways and possibly creating our own ordinance.

b.) Eco/Dev-Land Use Sub-Committee

Chairman Kwaterski gave a brief summary on graphic image, ground work and signage entrances into community. This will be discussed further at their next meeting on August 23, 2010.

c.) Broadband/Cellular Survey

Chairman Kwaterski provided an update on our broadband/cellular infrastructure. During the week of August 9th broadband and cellular signals from Verizon and Cellcom were tested in 15 different locations throughout the entire township. In all locations, both broadband and cellular signals were received tested for speed from both providers. This information will be further analyzed and graphically displayed showing all six broadband/cellular providers on a coverage map of the Three Lakes township, then shared with the community. It is the Plan Commissions goal that all households have at least 2 options available to them.

d.) Chapter 15-Oneida County Subdivision Control Ordinance

Chairman Kwaterski provided a brief statement regarding a conversation with Oneida County Planning & Zoning Director Karl Jennrich in regards to the recent changes to this ordinance. Planning & Zoning Department will be more involved in the reviewing and decision making, rather than forwarding everything to the Planning & Zoning Committee.

Reports Continued
Commissioner Sidlowski

a.) Branham Rd stub update

Commissioner Sidlowski read a letter to the commissioners from Attorney Greg Harrold with attachments from Attorney Brian Desmond and Mr. Ralph Koopman. According to Mr. Koopman's letter the gate will be relocated to a location 2 or 3 feet north on the northerly terminus of the stub road. Plan Commissioners requested that the Town Board send another letter to Attorney Desmond reinforcing the importance of complete resolution of all issues before the county considers any release of land ownership.

b.) On-premise sign issue update

Commissioner Sidlowski informed the commissioners that Oneida County had received feedback from 7 towns out of 20 in regards to creating and enforcing their own on-premise sign ordinance. According to the County only 5 out the 7 are in support of creating their own ordinance, 2 were not. Commissioner Sidlowski will continue to monitor this. It is scheduled to be heard at the next Oneida County Planning & Zoning meeting.

6. Plan Commission meeting dates

Chairman Kwaterski shared a spreadsheet showing the amount of time taken for all land use reviews completed thus far in 2010 to flow through the Zoning Advisory Committee/Plan Commission/Town Board. The average for all reviews to flow through the three entities required 23 days. According to Oneida County Planning and Zoning Director Karl Jennrich, 30 days is considered both reasonable and within expectations. Considering the goals of: A) Responding to our citizen's permit applications in a timely manner. and B) Allowing the necessary amount of time to accurately assess the permit application, consideration was given to moving the regular meeting date of the Plan Commission from the 3rd Thursday to the 2nd Thursday of the month to promote further efficiency while still respecting goal B. Motion by Cottingham and seconded to change the Three Lake Plan Commission meeting date to the 2nd Thursday of each month. **Motion carried 6:0**

7. Adjournment

Motion by Cottingham and seconded to adjourn at 6:53 p.m. **Motion carried 6:0**

Susan Harris
Plan Commission Secretary